

**User Group 1 “PostalOne! / SASP / Intelligent Mail”**  
**Minutes**  
**Thursday, May 23, 2013**

---

**Minutes by Agenda Item**

**✚ Welcome and Opening Remarks – USPS**

**✚ Patch Release 34.1.0 Review –Ruth Stock**

There are no release notes; this is a patch for IT infrastructure upgrades.  
Notifications sent via DMM Advisory:

**PostalOne!® Release 34.1.0 Deployment** — is scheduled for June 2 during the regularly scheduled maintenance window and will include several infrastructure changes. There will be a *PostalOne!®* outage from 4 a.m. to 9 a.m. CT on Sunday, June 2, 2013. During this outage, *PostalOne!* will be unavailable, including Mail.XML®, FAST® Web Services, and eDOC services. There is no new Mail.dat® client with this release.

**PostalOne! Release 34.1.0 Test Environment for Mailers (TEM) Deployment** — is scheduled for Monday, June 3, 2013, and *PostalOne!* TEM will be unavailable from 4 a.m. through 7 a.m. CT.

**Question:** What was the outcome of the most recent outage?

**Answer:** There was a single node failure and was not a planned outage. The reporting is internal-only and managed by the USPS technical teams. The system was “down” for users, but was technically “up.” We need to find way to better communicate with the user base when these outages occur.

**Suggestion:** It was recommended that a Contingency Plan for outages be added to the agenda at the next quarterly MTAC meeting.

**✚ Issues List / Action Items from last week – Kathryn Mackey**

The following **new** issues were discussed:

- **117333** – Records of Mailing3609/3543 Reports, "FORnullnull" displays in the MAIL OWNER column
  - Priority: None
  - Workaround: Users can access the Transaction Summary Report to view the Mail Owner detail
- **117214** – Mail.dat - SASP extracts failing due to inaccurate full service data designation for CoPal mailings with non-full service origins.
  - Priority: High
  - Workaround: Include piece level information on origin jobs.
- **117193** – Mail.dat - Due to current business rules, most notably uniqueness, SASP does not import eDocs that have a Mailing Date of greater than 13 days in the future, or greater than 45 days in the past will fail import into SASP. Full Service data will not be generated for.
  - Priority: High

- Workaround: Mailers can upload eDocs that have mailing dates less than 13 days in the future or greater than 45 days in the past from the current calendar date.
- **117144** – Mail.dat – Repositionable Notes Section M not generated for 3600 and 3602 statements.
  - Priority: Critical
  - Workaround: The workaround is for the mailer to submit eDoc and apply adjustment for repo notes.

**Question (Jean R):** If there is no charge, why does it matter?  
**Answer (Ruth):** The price list does list 0 for this right now. But future price changes may change this price.  
**Action (Jo):** Follow-up on a fix to this and the above question.
- **116903** – An Internal Error is encountered when the Ad % Basis = 0 and there are multiple CPT records, some with a Periodical Ad% Treatment = S and some with PA%T of null
  - Priority: Medium
  - Workaround: The mailer can populate the Periodical Ad% Treatment field with N = Not Applicable instead of leaving it blank.
- **116806** – Search with only Customer Name, Customer City and Customer State fails.
  - Priority: Medium
  - Workaround: Add more search criteria
- **116722** – Periodical: The Frequency is being changed to 'Other' in *PostalOne!*; Not matching the Frequency code in Periodicals.
  - Priority: Medium
  - Workaround: Ask clerk to look up publication's frequency using *PostalOne!* Advertising and Frequency Report.
  - **Question (Dave – Interlink):** Does this affect PS on Mail.XML/dat?
  - **Answer (Jo):** It does not impact either Mail.dat and Mail.XML.
- **116676** – Regression: OCI Report unable to load/show data for periodicals and consolidator jobs in TEM/PROD when accessed through the Dashboard
  - Priority: Medium
  - Workaround: None
- **116669** – Internal error when company name associated to the Mail Owner MID is more than 50 characters in Mail.dat eDoc.
  - Priority: High
  - Workaround: The mailer will need to populate Mail Owner MID associated to a CRID with a company name of less than 50 characters.
- **116668** – Mail Anywhere - When Full Service pieces are below 90%, system is not displaying warning message.
  - Priority: Critical
  - Workaround: None
- **116667** – The *PostalOne!* Dashboard is not displaying the Full Service Percentage for Mixed service mailings.
  - Priority: High
  - Workaround: None

**Issue (Jill Fields):** Issues with “mailpiece create” request updates/changes. Mailers have been having a hard time getting postage statements to go through.

**Answer (Tariq):** A lot of times the data is so large that the data cannot be sent at once. There is a way to split it into multiple packets.

**Action:** Jo and Tariq to follow up this week. Jill to provide current ticket numbers.

## 🚩 Business Customer Gateway Deployment Release 4.4 Notifications

### **Attention External BCG Users**

Business Customer Gateway Release 4.4 will be deployed to CAT on **Friday, May 24** from 7:00 p.m. to 11 p.m. CT. There will be an Outage and the application will be Unavailable during the deployment and users may experience intermittent service.

The Business Customer Gateway has been redesigned to provide a new look and feel, simplifying the registration process. CAT deployment will include the new functionality and enhancement for the redesign.

### **Attention External BCG Users**

Business Customer Gateway Release 4.4 will be deployed to Production on **Sunday, June 9** during maintenance outage window from 4:00 a.m. to 8:00 a.m. CT. There will be an Outage and the application will be Unavailable during the deployment and users may experience intermittent service.

The Business Customer Gateway has been redesigned to provide a new look and feel, simplifying the registration process.

**Release Notes will be provided prior to Deployment.**

**.Business Customer Gateway Redesign – Sue Redman / Tanya Perry / Ali Turner**



Tanya Perry discussed the new, more intuitive look and feel to the BCG for new and existing customers. The deck shared during the meeting was sent out with the pre-meeting materials.

During the registration process, customers can now enter Company CRID information.

**Question:** Can mailers enter multiple CRIDs?

**Answer:** When you add additional locations, yes. You can add these by CRID.

**Sue Redman:** Customers used to have to have multiple services in order to use this tool (and each had to be applied for separately). A major improvement now is the bundling of these services so that customers do not need to continuously go back and reapply for services.

\*\*\*“Are you a Mail Service Provider (MSP)” box **must be checked** on the Review Page when a customer signs in for the first time (post deployment of the new BCG redesign) in order to see designated MSP information going forward in the future.\*\*  
→ The BCG team is working on making this more apparent going forward to avoid Help Desk issues.

**Question:** If you are a combination provider, does checking this box limit anything (if, for instance, a mailer is an MSP and also a Mail Owner)?

**Answer:** No this will give extra functionality, but will not create issues for accessing other information, reports, etc.

**Question:** Is there that will require someone who chooses to be an MSP to also get permission from customers to manage their MIDs and information for them. Is there an alert?

**Answer:** It is the same as is done today. This effort is just moving the current process into an online format. USPS does not ask the mailer to file a form for USPS. It is the same process as the XML form and the Excel Spreadsheet that are currently used.

**Sue Redman:** One thing that has not changed: users still need to have their permits linked (this applies mostly to **new users**—current users will not lose the links they already have). This applies to Permit Holders.

**Secret Questions:**

- If an account was created prior to July 24, 2011 and if the mailer has only logged in via the BCG page, the mailer will be prompted for a second security question.
- It was requested that mailers log in by May 9, 2013 to enter secret questions.
  - First time log in: Prompted for 1<sup>st</sup> secret question.
  - Second time logging in: Prompted for a 2<sup>nd</sup> secret question.

Suggestions were discussed regarding CRIDs and how to avoid multiple instances of the same CRID:

- Have a pop up: “Is this an existing location?”
- Allow mailers to manually type in the CRID they would like to see if it is available.

**Request:** for documentation for how to get to TEM, Prod, Pre-Prod, etc from the BCG

**Action (Ali Turner and Tanya Perry):** Follow-up on this item.

**Question:** When this BCG update is launched for Prod, will it also go to Pre-Prod?

**Answer (Jackie E):** No, this is Prod only and does not go to Pre-Prod.

- **BCG Deployed to Production:**  
Sunday, June 9 4:00am – 8:00am CT
- **Mailer Briefing Tentative Schedule:**  
May 31 –2:30p – 3:30pmm

**\*\*The Meeting had to stop short here—Tanya and Ali will return to finish their slides next week\*\***

**→There is a Task Team Meeting tomorrow at 11am—any mailers who would like to join may contact Tanya Perry.**

**🚩 EDDM Business Delivery Only Update / Announcement – Josefina Cabatu / Tariq Mirza**

**\*\*This critical item that was briefly discussed before the meeting ended\*\***

This Business Delivery Only option is being pulled from the July 2013 release. It is going to be deferred until January of 2014. A USPS change request is in progress: Using the new Simplified Address Indicator of "B" will fail file submissions. There will be no change to the IDEAlliance specification at this time.

- **As Proposed for July 2013**

- Business Only Delivery on a Route

- Lines C16-C27, C46-C57, F1-F18, F25-F42
- Mail.dat CQT Simplified Address Indicator value of B = Business Only
- Mail.XML SimplifiedAddressIndicatorType value of B = Business Only

- Other Residential, Mixed, All (lines with the header of "...with Simplified Addressing (EDDM)...")

- Lines C13-C15, C28-C30, C43-C45, C58-C60, F19-F24, F43-F48
- Mail.dat CQT Simplified Address Indicator value of Y = Yes, M = Mixed, R = Residential
- Mail.XML SimplifiedAddressIndicatorType value of M = Mixed, R = Residential, or SimplifiedAddressIndicator value of Y = Yes

- **Updated/Actual Implementation for July 2013**

- Current state: Urgent Change Request [In Progress](#) – If the Change Request is disapproved then MTAC UG 1 will be notified.

- July 2013 Postage Statements

- Business Only Delivery on a Route

- Lines C16-C27, C46-C57, F1-F18, F25-F42
- **ERROR** will be sent back on the following condition: Mail.dat CQT Simplified Address Indicator value of B = Business Only
- **ERROR** will be sent back on the following condition: Mail.XML SimplifiedAddressIndicatorType value of B = Business Only

- Other Residential, Mixed, All (lines with the header of "...with Simplified Addressing (EDDM)...")

- **No change** in the proposed implementation: Lines C13-C15, C28-C30, C43-C45, C58-C60, F19-F24, F43-F48
- **No change** in the proposed implementation: Mail.dat CQT Simplified Address Indicator value of Y = Yes, M = Mixed, R = Residential
- **No change** in the proposed implementation: Mail.XML SimplifiedAddressIndicatorType value of M = Mixed, R = Residential, or SimplifiedAddressIndicator value of Y = Yes

**Question (Wanda/Jean):** Why are automation mailings included in the language for EDDM? The mailpiece does not have an address, how can it be automation?

**Action (Tariq/Jo):** Follow-up on this item.

- **Pre-Prod Presentation – Jackie Engelman**

This item was not covered this week due to time constraints. It will be deferred to next week.

- **Intelligent Mail Guide for Letters and Flats (IMGLF) Changes – Beth Bigelow**

This item was not covered this week due to time constraints. It will be deferred to next week.

## **Group Input**

- Version 1 of the October Release Notes will be posted on RIBBS by tomorrow: Friday, 5/24.  
**[https://ribbs.usps.gov/intelligentmail\\_schedule2013/releases/oct2013/release\\_notes.cfm](https://ribbs.usps.gov/intelligentmail_schedule2013/releases/oct2013/release_notes.cfm)**
- Topics regarding new ACS options and STIDs for both July 2013 and January 2014 is requested to be added to the June 6, 2013 Agenda.

**\*\*Next week's meeting (5/30) will be an hour and a half. \*\***

## **MTAC Issues Tracking System (MITS)**

-  To see the previous postings of minutes and other user group documents, the steps are:
  1. Business Customer Gateway
  2. National Customer Support Center - RIBBS (listed under "Customer Support")
  3. MTAC (next to the last tab on left menu) MTAC Issues Tracking System Login (listed under "Important Links"  
<http://ribbs.usps.gov/index.cfm?page=mtac>)
  4. Sign on with user name UG 1
  5. Email Kathryn Mackey at [Kathryn.r.mackey@usps.gov](mailto:Kathryn.r.mackey@usps.gov) to obtain a password.
  6. Click on User Group
  7. Search on User Group Issue Number 1
  8. Click on View Minutes

---

If you desire to subscribe or unsubscribe to the MTAC UG 1 distribution list, please send a separate email to [kathryn.r.mackey@usps.gov](mailto:kathryn.r.mackey@usps.gov) with subject line Subscribe MTAC UG 1 or Unsubscribe MTAC UG 1.